

OFFICE OF CHIEF OF POLICE
OAKLAND POLICE DEPARTMENT

SPECIAL ORDER NO. 9061

TO: All Personnel

SUBJECT: New FBR Integrated Stop Data and Field Interview Form

EFFECTIVE DATE: 13 May 11

TERMINATION: Upon Revision of Departmental General Order M-19, RACIAL PROFILING (15 Nov 04) and RWM Insert R-2, COMPLETING THE STOP DATA COLLECTION FORM (Rev. 15 Jan 10)

The purpose of this Special Order is to revise Department policy and procedure regarding the merger of the Stop Data Collection form and Field Interview form in the Field Based Reporting (FBR) application.

Effective immediately, all personnel shall utilize the Stop Data Field Interview form available in the FBR application. This integrated form eliminates redundant data entry by field officers and creates a new field to capture data regarding the use of handcuffs and citation number. Supervisors are required to review this form to ensure officers sufficiently articulate and document the reason for the encounter, use of handcuffs, and search, if applicable. Insufficient documentation will create additional work for supervisors and officers so proper documentation is critical.

The following changes have been made:

1. The FBR Field Interview form now has an integrated Stop Data Collection section.
2. The citation number field has been added to the Field Interview/Stop Data mask.
3. The full 15 digit Incident Number assigned by CAD is now required (example: LOP123145235678).
4. Supervisory approval is now required for all FBR Field Interview reports.

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5. The Field Interview narrative screen has been expanded from 5,000 characters to 32,000 characters.
6. A field to indicate the use of handcuffs has been added to the Field Interview/Stop Data mask. This box shall be checked yes or no.

By order of

Anthony W. Batts
Chief of Police

Date Signed: _____